

TOWN OF IRRICANA
AGENDA
REGULAR MEETING OF COUNCIL
Date: January 17, 2022 Time: 7:00 P.M.
Location: Irricana Community Hall, 300 – 1 Street, Irricana

- A. CALL TO ORDER**
- B. ATTENDANCE**
- C. AGENDA**
- D. PRESENTATIONS**
- E. MINUTES**
 - 1. Minutes from January 4, 2022 Council meeting
- F. CORRESPONDENCE FROM PREVIOUS MEETING**
- G. COMMITTEE REPORTS**
 - 1. CAO Report
- H. OLD BUSINESS**
 - 1. None
- I. NEW BUSINESS**
 - 1. None
- J. COMMUNICATION / INFORMATION**
 - 1. Cheque Listing
 - 2. Financial Reports : Council Revenue & Expense (November 2021)
 - 3. Financial Reports : Balance Sheet Report (November 2021)
 - 4. Policy 5.01 Appointed Boards and Committee : Section 4.6 (b)
- K. FOLLOW-UP/ACTION & STATUS**
- L. PUBLIC INPUT**
 - 1. Please fill in the question sheets with all information fields completed.
Your questions will be answered by the appropriate person.
- M. CLOSED SESSION**
 - 1. Legal
- N. ADJOURN.**

TOWN OF IRRICANA
Minutes of the Regular Meeting of Council held
January 4, 2022
Virtual Council Meeting (due to COVID restrictions)
MGA: Section 199

ATTENDANCE

As per Section 199(1) of the Municipal Government Act, a Council meeting may be conducted by means of electronic communication. Notice of the electronic version was provided to the public including the way in which it was to be conducted.

As per Section 199(2) of the Municipal Government Act, Councilors participating in a meeting held by means of a communication facility are deemed to be present at the meeting.

Mayor:	Frank Friesen (absent with notice)
Deputy Mayor:	Kim Schmaltz
Councillors:	Debbie Day, Lisa McAree, Anton van Arendonk
CAO:	Barrie Hutchinson

CALL TO ORDER

The meeting was called to order by Deputy Mayor Schmaltz at 7:00 pm.

AGENDA

- (i) Adopt Agenda
001:22 Moved by Councillor Day to adopt the agenda as presented.
CARRIED

PRESENTATIONS

- (i) None

MINUTES

- (i) Minutes from December 13, 2021 Regular Council Meeting
002:22 Moved by Councillor Day to accept the Minutes of the Regular Meeting of Council for December 13, 2021, as presented.
CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

COMMITTEE REPORTS

- (i) CAO Report

003:22 Moved by Councillor Van Arendonk to accept the CAO Report as presented.
CARRIED

OLD BUSINESS

- (i) None

NEW BUSINESS

- (i) None

COMMUNICATION/INFORMATION

- (i) Cheque Listing for the period ending December 29, 2021 totaling \$131,900.77.

004:22 Moved by Councillor Day to accept Communication / Information items J-1 as presented.

CARRIED

FOLLOW-UP/ACTION & STATUS

- (i) None

PUBLIC INPUT

- (i) Due to the online format of the Council meeting, Residents were asked for written questions to be submitted to Town Administration electronically prior to the Council meeting. *As per Motion 32:21 Questions from public to be submitted to Administration by Monday noon of the Council meeting day.*

Questions were presented to Council.

CLOSED SESSION

ADJOURN

- (i) Adjournment
005:22 Moved by Deputy Mayor Schmaltz to adjourn the meeting at 7:29 pm.

Deputy Mayor Schmaltz

Barrie Hutchinson
Chief Administrative Officer



Chief Administrative Officer Report
Review of January 5, 2022 to January 17, 2022

Public Works

Public Works continues with regular day-to-day routines.

Water/Sewer:

Regular day-to-day routines.

Roadways/Sidewalks:

The recent warmer weather has resulted in some icy conditions. Public Works have been distributing and/salt throughout Town on icy areas, including intersections.

Parks & Recreation

The ice rink is being utilized regularly. Thank you to all the Volunteers who have assisted in the snow removal from the ice surface.

Year End 2021

Administration continues to work towards completing the 2021 year end procedures and roll over the various modules into 2022.

Grant Reporting also continues, which is a requirement under the SFE (Statement of Funding and Expenditures) to the Government.

General:

The previously distributed publication – The Gateway Gazette, has now been put back in circulation, with the Jan/Feb 2022 edition being included with the recent Utility Bills. These will be published every two months to coincide with the Utility Billing cycles.

We are looking for any non-profit and service groups to send us information on any upcoming events or information you would like us to include in these publications.

Barrie Hutchinson
CAO Irricana

Town of Irricana

Page 1 of 1

Cheque Listing For Council

2022-Jan-12

10:09:41AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20210897	2021-12-30	Field Law	611709 611714 612042	PAYMENT MATTER 1 - LABOUR AND EMPLOYM MATTER 5 - ST CIVIL CLAIM MATTER 4 - TVA	201.81 2,091.78 994.22	3,287.81
20210902	2021-12-31	Ancora Decor	0466	PAYMENT PRE-SCHOOL & KINDERGARDEN FA	992.25	992.25
20210903	2021-12-31	Moore, Benjamin	31122021	PAYMENT MSI CAP 14244 - COMMUNITY HALL	31,141.00	31,141.00
20210916	2022-01-11	Alberta Municipalities	IN000013331	PAYMENT JOB POSTINGS & CLASSIFIEDS	315.00	315.00
20210917	2022-01-11	Aqua 7 Regional Water Commission	2021-81	PAYMENT NOVEMBER 2021 WATER	22,762.55	22,762.55
20210918	2022-01-11	Canadian Linen & Uniform Service	5402621511 5402621512 5402625731	PAYMENT COMMUNITY HALL MATS 12/08-2021 OFFICE MATS 12/08-2021 OFFICE MATS 12/15-2021	182.15 55.13 52.72	290.00
20210919	2022-01-11	Done Deal Delivery Ltd.	13738	PAYMENT NOVEMBER WATER SAMPLE	136.50	136.50
20210920	2022-01-11	ENVIRONMENTAL 360 SOLUTIONS LTD	GG0000045546 GG0000045985	PAYMENT 6YD BIN COLLECTION - CAMPGROU GARBAGE/RECYCLING - NOVEMBEF	114.08 8,522.78	8,636.86
20210921	2022-01-11	Hutchinson, Glen B	10-01-2022	PAYMENT TRAVEL COST MILEAGE - MUNI 101	248.00	248.00
20210922	2022-01-11	Integra Tire Auto Centre/Phil's Auto	32075 32084	PAYMENT PART & SUPPLIES - WORKER TRUCI PARTS & SUPPLIES - GREENSTICK	82.03 141.56	223.59
20210923	2022-01-11	Linde Canada Inc.	67393141	PAYMENT WELDING TOOLS PW	285.71	285.71
20210924	2022-01-11	MaxWell Capital Realty	10012022	PAYMENT MARKET ANALYSIS - TAX	262.50	262.50
20210925	2022-01-11	Municipal Information Systems Inc.	20211913	PAYMENT ON LINE TRAINING & COUNCIL MEE	157.50	157.50
20210926	2022-01-11	Naveen Power wash Inc.	3587	PAYMENT DUCT EXHAUST CLEANING - REC CI	945.00	945.00
20210927	2022-01-11	Rocky View County	IVC000000117105	PAYMENT FIRE SERVICES 1ST QUARTER BILL	21,337.37	21,337.37
20210928	2022-01-11	Sprouse Fire & Safety	0399498 0399499 0399789	PAYMENT ALARM INSPECTION - COMMUNITY I ALARM INSPECTION - REC CENTRE SERVICE INSPECTION - REC CENTR	1,157.51 1,144.25 918.82	3,220.58
20210929	2022-01-11	super save disposal	1273699	PAYMENT 6 YD BIN NOVEMBER 2021	575.60	575.60
20210930	2022-01-11	True North Technical Services Inc.	6272	PAYMENT REPAIRS MAINTENANCE REC CENT	532.28	532.28
20210931	2022-01-11	Wild Rose Assessment Service	8460	PAYMENT ASSESSMENT SERVICES DECEMBE	1,268.70	1,268.70

Total 96,618.80

*** End of Report ***

Town of Irricana
Council Revenue & Expense
For the Period Ending November 30, 2021

Page 1 of 10
2022-Jan-12
9:38:58AM

General Ledger	Description	2021 Budget	2021 YTD Actual	2021 Budget Remaining \$
TAXATION REVENUE				
1-10-00-111-00	Taxes Minimum Levy	(6,000.00)	479.79	(6,479.79)
1-10-00-112-00	Taxes Residential	(994,151.59)	(1,308,742.99)	314,591.40
1-10-00-113-00	Taxes Non-Residential	(54,610.63)	(73,346.26)	18,735.63
1-10-00-114-00	Taxes Farmland	(573.68)	0.00	(573.68)
1-10-00-115-00	Taxes Residential Vacant	(14,015.20)	0.00	(14,015.20)
1-10-00-119-00	Taxes Linear	(15,515.72)	(21,880.16)	6,364.44
1-80-00-740-00	Requisition Public School (Bylaw)	(311,974.08)	0.00	(311,974.08)
1-80-00-744-00	Requisition Seniors (Bylaw)	(6,915.52)	0.00	(6,915.52)
1-80-00-747-00	Requisition CCSD (Bylaw)	(23,481.92)	0.00	(23,481.92)
*	TOTAL TAXATION REVENUE	(1,427,238.34)	(1,403,489.62)	(23,748.72)
REQUISITIONS				
2-80-00-740-00	Requisition School Foundation	311,974.08	235,248.48	76,725.60
2-80-00-744-00	Requisition Rockyview Foundation	6,915.52	6,914.52	1.00
2-80-00-747-00	Requisition Calgary Separate School Dist	23,481.92	1,904.28	21,577.64
*	TOTAL REQUISITIONS	342,371.52	244,067.28	98,304.24
**	TAXES FOR MUNICIPAL PURPOSES	(1,084,866.82)	(1,159,422.34)	74,555.52
ADMIN REVENUE				
1-10-00-510-00	Penalties & Costs on Taxes	(30,000.00)	(38,475.33)	8,475.33
1-10-00-540-00	Fees Franchise	(37,000.00)	(19,908.34)	(17,091.66)
1-10-00-550-00	Interest on Investments	(5,000.00)	(1,844.74)	(3,155.26)
**	TOTAL ADMIN REVENUE	(72,000.00)	(60,228.41)	(11,771.59)
TOTAL GEN REVENUE				
1-12-00-410-00	Photo Copies	(200.00)	0.00	(200.00)
1-12-00-490-00	Certificates Tax/Compliance	(2,500.00)	(2,540.00)	40.00
1-12-00-520-00	Licenses Business	(3,500.00)	(3,170.00)	(330.00)
1-12-00-560-00	Rental Office	(1,200.00)	(1,100.00)	(100.00)
1-12-00-581-00	Cemetery Committee Donations	(100.00)	(350.00)	250.00
1-12-00-590-00	Other Revenue Adm	(15,000.00)	(13,738.40)	(1,261.60)
1-12-00-592-00	Card Services Charge	0.00	(134.46)	134.46
1-12-00-840-00	Grants Provincial Conditional Operating	(20,000.00)	(52,995.00)	32,995.00
1-12-00-841-00	Grants Provincial Conditional Capital	0.00	(425,533.00)	425,533.00
**	TOTAL GEN REVENUE	(42,500.00)	(499,560.86)	457,060.86
FIRE REVENUE				
**	TOTAL FIRE REVENUE	0.00	0.00	0.00
DISASTER REVENUE				
**	TOTAL DISASTER REVENUE	0.00	0.00	0.00

Town of Irricana
Council Revenue & Expense
For the Period Ending November 30, 2021

Page 2 of 10
2022-Jan-12
9:38:58AM

General Ledger	Description	2021 Budget	2021 YTD Actual	2021 Budget Remaining \$
BYLAW REVENUE				
1-26-00-520-00	Licenses Dog/Cat	(4,750.00)	(3,835.00)	(915.00)
1-26-00-530-00	Fines Traffic	(1,000.00)	0.00	(1,000.00)
** TOTAL BYLAW REVENUE		(5,750.00)	(3,835.00)	(1,915.00)
PUBLIC WORKS REVENUE				
1-31-00-410-00	Contract Work	0.00	(165.00)	165.00
1-31-00-840-00	Grants Provincial Conditional Operating	(3,000.00)	0.00	(3,000.00)
1-31-00-990-00	Other Revenue	(100.00)	0.00	(100.00)
** TOTAL PUBLIC WORKS REVENUE		(3,100.00)	(165.00)	(2,935.00)
ROADS & STREETS REVENUE				
1-32-00-512-00	Fees Lot Clean Up Village Forces	(1,000.00)	0.00	(1,000.00)
1-32-00-590-00	Other Revenue Own Source	(110,500.00)	0.00	(110,500.00)
1-32-00-840-00	Grants Provincial Conditional Operating	(15,000.00)	0.00	(15,000.00)
1-32-00-841-00	Grants Provincial Conditional Capital	0.00	(166,193.00)	166,193.00
** TOTAL ROADS & STREETS REVENUE		(126,500.00)	(166,193.00)	39,693.00
WATER REVENUE				
1-41-00-438-00	Fees On/Off Service	(200.00)	0.00	(200.00)
1-41-00-439-00	Delivery Charges Water	(30,240.00)	(49,250.00)	19,010.00
1-41-00-440-00	Sale of Water	(350,036.07)	(242,547.13)	(107,488.94)
1-41-00-441-00	Fees Water Meters	(1,500.00)	0.00	(1,500.00)
1-41-00-442-00	Kneehill Administration Fee	(21,059.73)	(17,582.52)	(3,477.21)
1-41-00-444-00	Capital Replacement Reserve	(23,582.01)	(19,688.30)	(3,893.71)
1-41-00-510-00	Penalties Water/Sewer/Garbage	(2,000.00)	(4,681.85)	2,681.85
1-41-00-840-00	Grants Provincial Conditional Operating	(20,000.00)	0.00	(20,000.00)
1-41-00-920-00	Transfer from Restricted Surplus	0.00	(2,537.16)	2,537.16
** TOTAL WATER REVENUE		(448,617.81)	(336,286.96)	(112,330.85)
SEWER REVENUE				
1-42-00-439-00	Delivery Charges Sewer	(30,240.00)	0.00	(30,240.00)
1-42-00-440-00	Sale of Sewer	(105,010.82)	(72,654.47)	(32,356.35)
1-42-00-840-00	Grants Provincial Conditional Operating	(25,000.00)	0.00	(25,000.00)
** TOTAL SEWER REVENUE		(160,250.82)	(72,654.47)	(87,596.35)
GARBAGE REVENUE				
1-43-00-441-00	Sale of Garbage Pickup	(50,405.34)	(41,528.82)	(8,876.52)
1-43-00-442-00	Sale Recycling Fee	(30,971.22)	(25,392.17)	(5,579.05)
** TOTAL GARBAGE REVENUE		(81,376.56)	(66,920.99)	(14,455.57)
FCSS REVENUE				
1-51-00-415-00	Womens Conference FCSS	(2,500.00)	0.00	(2,500.00)
1-51-00-840-00	Grants Provincial Conditional Operating	(31,800.00)	(17,789.00)	(14,011.00)
** TOTAL FCSS REVENUE		(34,300.00)	(17,789.00)	(16,511.00)

Town of Irricana
Council Revenue & Expense
For the Period Ending November 30, 2021

Page 3 of 10
2022-Jan-12
9:38:58AM

General Ledger	Description	2021 Budget	2021 YTD Actual	2021 Budget Remaining \$
CEMETERY REVENUE				
1-56-00-410-00	Sale of Plots	(1,000.00)	(3,000.00)	2,000.00
1-56-00-415-00	Opening/Closing of Plots	(500.00)	(250.00)	(250.00)
** TOTAL CEMETERY REVENUE		(1,500.00)	(3,250.00)	1,750.00
PLANNING & DEVELOP REVENUE				
1-61-00-520-00	Permits Building	(3,500.00)	0.00	(3,500.00)
1-61-00-521-00	Permits Development	(3,000.00)	(1,721.51)	(1,278.49)
1-61-00-522-00	Fees Subdivision	(1,000.00)	0.00	(1,000.00)
** TOTAL PLANNING & DEVELOP REVENUE		(7,500.00)	(1,721.51)	(5,778.49)
SALE OF LAND REVENUE				
** TOTAL SALE OF LAND REVENUE		0.00	0.00	0.00
EDO REVENUE				
** TOTAL EDO REVENUE		0.00	0.00	0.00
RECREATION REVENUE				
1-72-00-830-00	Grants Federal Conditional	0.00	(3,150.00)	3,150.00
** TOTAL RECREATION REVENUE		0.00	(3,150.00)	3,150.00
REC CENTER REVENUE				
1-72-01-410-00	Fees Recreation Programs	(500.00)	0.00	(500.00)
1-72-01-413-00	Fees Special Projects Recreation	(500.00)	0.00	(500.00)
1-72-01-414-00	Fees Registration Rec Program	(500.00)	0.00	(500.00)
1-72-01-417-00	Sewer/Dump Fees	(500.00)	0.00	(500.00)
1-72-01-560-00	Rental Ball Diamonds	(400.00)	0.00	(400.00)
1-72-01-850-00	Grants from Other Local Government	(1,200.00)	0.00	(1,200.00)
** TOTAL REC CENTER REVENUE		(3,600.00)	0.00	(3,600.00)
CAMPGROUND REVENUE				
1-72-02-560-00	Rental Campsite	(5,000.00)	(5,162.37)	162.37
1-72-02-561-00	Fees Camp Capital	(5,000.00)	0.00	(5,000.00)
1-72-02-562-00	Fees Camp Operating	(7,000.00)	0.00	(7,000.00)
1-72-02-563-00	Contract Deposit Campground	0.00	(5,000.00)	5,000.00
** TOTAL CAMPGROUND REVENUE		(17,000.00)	(10,162.37)	(6,837.63)
RINK REVENUE				
** TOTAL RINK REVENUE		0.00	0.00	0.00
COMMUNITY HALL REVENUE				
1-74-01-560-00	Rental Hall Casual	(3,000.00)	(190.48)	(2,809.52)

Town of Irricana

Page 4 of 10

2022-Jan-12

9:38:58AM

Council Revenue & Expense For the Period Ending November 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Actual	2021 Budget Remaining \$
1-74-01-561-00	Rental Hall Lease Holders	(25,000.00)	0.00	(25,000.00)
1-74-02-560-00	Rental Rec. Centre	(500.00)	0.00	(500.00)
** TOTAL COMMUNITY HALL REVENUE		(28,500.00)	(190.48)	(28,309.52)
*** TOTAL REVENUE		(2,117,362.01)	(2,401,530.39)	284,168.38
COUNCIL EXPENSE				
2-11-00-131-00	Employer Cont. Source Council	500.00	731.92	(231.92)
2-11-00-132-00	Group Insurance (AUMA)	500.00	20,151.86	(19,651.86)
2-11-00-140-00	Training Council	2,000.00	0.00	2,000.00
2-11-00-150-00	Salary - Council	40,000.00	36,553.44	3,446.56
2-11-00-151-00	Per Diem Council	1,500.00	0.00	1,500.00
2-11-00-210-00	Travel/Accommodation/Meals Council	1,500.00	270.46	1,229.54
2-11-00-230-00	Professional Fees	5,000.00	0.00	5,000.00
2-11-00-500-00	Goods/Consumables Council	1,000.00	195.88	804.12
2-11-00-512-00	Donations Council	1,000.00	990.35	9.65
** TOTAL COUNCIL EXPENSE		53,000.00	58,893.91	(5,893.91)
GENERAL ADMIN EXPENSE				
2-12-00-110-00	Salaries Admin	172,870.26	203,947.48	(31,077.22)
2-12-00-130-00	Payroll Benefits Expense	19,020.03	24,212.37	(5,192.34)
2-12-00-131-00	Employer Contributions Source Admin	7,794.79	13,376.78	(5,581.99)
2-12-00-132-00	Workers Compensation	8,000.00	9,803.71	(1,803.71)
2-12-00-138-00	Accrued Vacation Paid	10,000.00	0.00	10,000.00
2-12-00-140-00	Training & Education Admin	4,750.00	7,463.85	(2,713.85)
2-12-00-145-00	Safety Supplies/Programs	0.00	149.99	(149.99)
2-12-00-150-00	Census/Election Fees Admin	2,000.00	0.00	2,000.00
2-12-00-210-00	Travel/Accommodation/Meals Admin	1,500.00	1,453.37	46.63
2-12-00-216-00	Postage/Courier Admin	9,000.00	7,743.17	1,256.83
2-12-00-217-00	Telephone Admin	8,500.00	8,059.38	440.62
2-12-00-220-00	Advertising Admin	1,500.00	1,219.60	280.40
2-12-00-222-00	Promotions Admin	500.00	0.00	500.00
2-12-00-225-00	Membership Admin	4,000.00	3,242.09	757.91
2-12-00-230-00	Professional Services Admin	3,500.00	27,740.30	(24,240.30)
2-12-00-231-00	Audit Admin	16,000.00	32,000.00	(16,000.00)
2-12-00-232-00	Legal Admin	20,000.00	11,345.12	8,654.88
2-12-00-233-00	Assessor Contract Admin	14,499.48	0.00	14,499.48
2-12-00-235-00	Accounting Fees	3,000.00	0.00	3,000.00
2-12-00-237-00	Insurance Admin	11,000.00	30,252.81	(19,252.81)
2-12-00-251-00	Maintenance Copier Admin	500.00	0.00	500.00
2-12-00-252-00	Maintenance Software Admin	20,000.00	32,692.90	(12,692.90)
2-12-00-253-00	Maintenance Office Equip Admin	2,500.00	1,368.60	1,131.40
2-12-00-254-00	Maintenance Building Admin	0.00	900.11	(900.11)
2-12-00-255-00	Cleaning Office Admin	500.00	0.00	500.00
2-12-00-256-00	Maintenance Town Office	2,000.00	1,546.00	454.00
2-12-00-260-00	Copier Lease Payments Admin	5,500.00	3,308.76	2,191.24
2-12-00-500-00	Goods/Consumables Admin	4,500.00	20,364.73	(15,864.73)
2-12-00-501-00	Printing Admin	1,500.00	3,461.11	(1,961.11)
2-12-00-510-00	Election Goods/Consumables	0.00	315.90	(315.90)
2-12-00-512-00	Donations Admin	0.00	124.09	(124.09)
2-12-00-540-00	Power Office Admin	4,100.00	3,067.85	1,032.15
2-12-00-541-00	Gas Office Admin	2,400.00	1,081.04	1,318.96
2-12-00-590-00	Other Expense	0.00	3,137.24	(3,137.24)

Town of Irricana
Council Revenue & Expense
For the Period Ending November 30, 2021

Page 5 of 10
2022-Jan-12
9:38:58AM

General Ledger	Description	2021 Budget	2021 YTD Actual	2021 Budget Remaining \$
2-12-00-700-00	Amortization Expense Admin	35,250.00	0.00	35,250.00
2-12-00-810-00	Bank Charges Admin	5,000.00	4,735.10	264.90
2-12-00-811-00	Interest Expense Admin	0.00	293.21	(293.21)
2-12-00-927-00	Bad Debt	0.00	185.22	(185.22)
** TOTAL GENERAL ADMIN EXPENSE		401,184.56	458,591.88	(57,407.32)
POLICING EXPENSE				
2-21-00-230-00	Policing	22,600.00	22,647.00	(47.00)
** TOTAL POLICING EXPENSE		22,600.00	22,647.00	(47.00)
FIRE EXPENSE				
2-23-00-217-00	Telephone Fire	1,000.00	1,782.69	(782.69)
2-23-00-237-00	Insurance Fire Hall	5,500.00	0.00	5,500.00
2-23-00-254-00	Maintenance Building Fire	1,000.00	0.00	1,000.00
2-23-00-540-00	Power Fire Hall	5,500.00	4,680.98	819.02
2-23-00-541-00	Gas Fire Hall	2,750.00	2,166.67	583.33
2-23-00-700-00	Amortization Expense Fire	7,300.00	0.00	7,300.00
2-23-00-770-00	Requisition Fire	82,000.00	82,705.36	(705.36)
** TOTAL FIRE EXPENSE		105,050.00	91,335.70	13,714.30
DISPATCH EXPENSE				
2-25-00-900-00	Dispatch/Other Fees	500.00	0.00	500.00
** TOTAL DISPATCH EXPENSE		500.00	0.00	500.00
DISASTER EXPENSE				
2-24-00-140-00	Courses Disaster Services	500.00	0.00	500.00
2-24-00-500-00	Goods/Consumables Disaster Services	250.00	0.00	250.00
** TOTAL DISASTER EXPENSE		750.00	0.00	750.00
BYLAW EXPENSE				
2-26-00-230-00	Control By-law	8,500.00	0.00	8,500.00
2-26-00-232-00	Legal By-law	150.00	0.00	150.00
2-26-00-233-00	Animal Control Bylaw	5,000.00	0.00	5,000.00
2-26-00-271-00	Kennel By-law	500.00	0.00	500.00
2-26-00-272-00	Disposal Fee By-law	500.00	0.00	500.00
2-26-00-500-00	Goods/Consumables By-law	150.00	1,100.53	(950.53)
** TOTAL BYLAW EXPENSE		14,800.00	1,100.53	13,699.47
PUBLIC WORKS EXPENSE				
2-31-00-110-00	Salaries PW	156,704.85	123,409.53	33,295.32
2-31-00-130-00	Employer Contributions Benefits PW	11,895.01	16,742.28	(4,847.27)
2-31-00-131-00	Employer Contributions Source PW	5,545.47	8,248.71	(2,703.24)
2-31-00-140-00	Training & Education - PW	1,000.00	271.43	728.57
2-31-00-210-00	Travel/Accommodation/Meals PW	1,000.00	182.76	817.24
2-31-00-216-00	Postage/Courier PW	0.00	251.90	(251.90)
2-31-00-217-00	Telephone PW	4,500.00	5,476.82	(976.82)
2-31-00-225-00	Membership PW	200.00	0.00	200.00

Town of Irricana
Council Revenue & Expense
For the Period Ending November 30, 2021

Page 6 of 10
2022-Jan-12
9:38:58AM

General Ledger	Description	2021 Budget	2021 YTD Actual	2021 Budget Remaining \$
2-31-00-237-00	Insurance PW	8,250.00	0.00	8,250.00
2-31-00-250-00	Repairs Equipment PW	10,000.00	7,515.31	2,484.69
2-31-00-260-00	Rental Equipment PW	2,000.00	400.00	1,600.00
2-31-00-520-00	Fuel/Oil PW	16,000.00	10,496.43	5,503.57
2-31-00-521-00	Tools Small PW	3,000.00	2,300.74	699.26
2-31-00-522-00	Parts/Supplies PW	8,000.00	21,832.20	(13,832.20)
2-31-00-523-00	Equipment PW	0.00	1,509.31	(1,509.31)
2-31-00-530-00	Maintenance Bldg PW	2,000.00	1,150.24	849.76
2-31-00-540-00	Power Shop PW	3,750.00	3,018.31	731.69
2-31-00-541-00	Gas Shop PW	4,250.00	2,002.40	2,247.60
2-31-00-590-00	Other Expense PW	500.00	372.12	127.88
2-31-00-591-00	Clothing Allowance PW	2,500.00	699.91	1,800.09
2-31-00-700-00	Amortization Expense PW	46,000.00	0.00	46,000.00
** TOTAL PUBLIC WORKS EXPENSE		287,095.33	205,880.40	81,214.93
ROADS & STREETS EXPENSE				
2-32-00-110-00	Salaries Roadways	43,270.66	34,713.06	8,557.60
2-32-00-130-00	Employer Contributions Benefits Roadways	4,479.25	4,731.43	(252.18)
2-32-00-131-00	Employer Contributions Source Roadways	1,459.65	2,331.17	(871.52)
2-32-00-216-00	Postage/Courier Roadways	0.00	189.00	(189.00)
2-32-00-217-00	Radio License Roadways	200.00	0.00	200.00
2-32-00-230-00	Engineering Roadways	26,000.00	577.90	25,422.10
2-32-00-250-00	Repairs Roads Roadways	92,240.00	85,837.39	6,402.61
2-32-00-251-00	Repairs Sidewalk Roadways	1,000.00	0.00	1,000.00
2-32-00-252-00	Street Cleaning Roadways	1,000.00	0.00	1,000.00
2-32-00-253-00	Snow Removal Contract Roadways	2,000.00	0.00	2,000.00
2-32-00-500-00	Goods/Consumables Roadways	1,000.00	264.83	735.17
2-32-00-530-00	Christmas Decorations Roadways	200.00	0.00	200.00
2-32-00-531-00	Traffic Signs Roadways	500.00	6,862.10	(6,362.10)
2-32-00-532-00	Gravel/Salt/Sand Roadways	2,500.00	1,821.12	678.88
2-32-00-540-00	Street Lights Roadways	38,500.00	32,917.20	5,582.80
2-32-00-590-00	Other Expense Roadways	2,000.00	(600.00)	2,600.00
2-32-00-700-00	Amortization Expense Roads & Streets	154,000.00	0.00	154,000.00
** TOTAL ROADS & STREETS EXPENSE		370,349.56	169,645.20	200,704.36
STORM SEWER EXPENSE				
2-37-00-700-00	Amortization Expense	1,731.00	0.00	1,731.00
** TOTAL STORM SEWER EXPENSE		1,731.00	0.00	1,731.00
WATER EXPENSE				
2-41-00-110-00	Salaries Water	33,729.24	27,294.00	6,435.24
2-41-00-130-00	Employer Contributions Benefits Water	3,233.87	4,757.48	(1,523.61)
2-41-00-131-00	Employer Contributions Source Water	1,225.78	1,824.14	(598.36)
2-41-00-140-00	Training & Education - Water	2,000.00	123.81	1,876.19
2-41-00-216-00	Postage/Courier Water	0.00	1,005.70	(1,005.70)
2-41-00-217-00	Telephone -	750.00	1,205.28	(455.28)
2-41-00-225-00	Membership Water	250.00	416.54	(166.54)
2-41-00-237-00	Insurance Water Buildings	11,000.00	0.00	11,000.00
2-41-00-239-00	AB Fist Call Notifications Water	500.00	346.50	153.50
2-41-00-250-00	Repairs Water	30,000.00	9,656.20	20,343.80
2-41-00-252-00	Software Maintenance Water	4,200.00	0.00	4,200.00
2-41-00-500-00	Goods/Consumables Water	1,000.00	0.00	1,000.00

Town of Irricana
Council Revenue & Expense
For the Period Ending November 30, 2021

Page 7 of 10
2022-Jan-12
9:38:58AM

General Ledger	Description	2021 Budget	2021 YTD Actual	2021 Budget Remaining \$
2-41-00-501-00	Analysis Water	2,400.00	0.00	2,400.00
2-41-00-519-00	Capital Replacement Reserve Fee	29,943.90	28,063.02	1,880.88
2-41-00-520-00	Cost of Water	327,854.95	224,704.59	103,150.36
2-41-00-521-00	Admin Fees Water	23,571.38	15,003.00	8,568.38
2-41-00-530-00	Cost of Supplies/Parts Inventory Water	9,000.00	654.50	8,345.50
2-41-00-540-00	Power Water	16,500.00	13,642.52	2,857.48
2-41-00-541-00	Gas Water	6,250.00	1,738.69	4,511.31
2-41-00-542-00	Maintenance Building Water	1,000.00	1,949.37	(949.37)
2-41-00-700-00	Amortization Expense Water	61,152.00	0.00	61,152.00
2-41-00-920-00	Bad Accounts Water	0.00	0.01	(0.01)
** TOTAL WATER EXPENSE		565,561.12	332,385.35	233,175.77
SEWER EXPENSE				
2-42-00-110-00	Salaries Sewer	17,623.67	11,058.38	6,565.29
2-42-00-130-00	Employer Contributions Benefits Sewer	1,667.07	4,112.54	(2,445.47)
2-42-00-131-00	Employer Contributions Source Sewer	596.60	896.60	(300.00)
2-42-00-230-00	Engineering Sewer	0.00	31,754.66	(31,754.66)
2-42-00-237-00	Insurance Sewer Lagoon	5,500.00	0.00	5,500.00
2-42-00-250-00	Cleaning Line Sewer	33,000.00	832.50	32,167.50
2-42-00-251-00	Repairs Line Sewer	5,000.00	0.00	5,000.00
2-42-00-500-00	Goods/Consumables - Sewer	9,000.00	86.36	8,913.64
2-42-00-501-00	Analysis Sewer	750.00	4,043.00	(3,293.00)
2-42-00-502-00	Inspections Lagoon Sewer	2,500.00	20,790.23	(18,290.23)
2-42-00-530-00	Cost Supplies/Parts Inventory Sewer	500.00	1,500.00	(1,000.00)
2-42-00-700-00	Amortization Expense Sewer	39,640.00	0.00	39,640.00
** TOTAL SEWER EXPENSE		115,777.34	75,074.27	40,703.07
WASTE DISPOSAL EXPENSE				
2-43-00-230-00	Waste Disposal Garbage	20,000.00	29,099.47	(9,099.47)
2-43-00-231-00	Transfer Station RVC	35,000.00	0.00	35,000.00
2-43-00-237-00	Big Bin Collection	0.00	3,689.63	(3,689.63)
2-43-00-238-00	Garbage Collection Fees	50,405.34	32,192.72	18,212.62
2-43-00-239-00	Recycling Garbage Charge	30,971.22	22,519.16	8,452.06
2-43-00-500-00	Goods/Consumables Garbage	500.00	285.71	214.29
2-43-00-700-00	Amortization Expense Waste	12,500.00	0.00	12,500.00
** TOTAL WASTE DISPOSAL EXPENSE		149,376.56	87,786.69	61,589.87
FCSS EXPENSE				
2-51-00-110-00	Salaries FCSS	13,000.00	5,262.50	7,737.50
2-51-00-140-00	Training & Education - FCSS	537.00	0.00	537.00
2-51-00-216-00	Postage/Courier FCSS	0.00	40.00	(40.00)
2-51-00-220-00	Advertising FCSS	500.00	0.00	500.00
2-51-00-222-00	Promotions FCSS	2,400.00	2,400.00	0.00
2-51-00-225-00	Membership FCSS	250.00	346.00	(96.00)
2-51-00-231-00	Boys & Girls Club FCSS	9,500.00	9,500.00	0.00
2-51-00-234-00	Seniors Programs FCSS	1,000.00	142.86	857.14
2-51-00-236-00	In House Misc Programs FCSS	2,500.00	1,316.04	1,183.96
2-51-00-500-00	Goods/Consumables FCSS	1,000.00	0.00	1,000.00
2-51-00-511-00	Family Christmas Craft Day FCSS	3,500.00	0.00	3,500.00
2-51-00-514-00	Volunteer Appreciation FCSS	1,000.00	0.00	1,000.00
2-51-00-516-00	Sponsored Projects FCSS	0.00	3,647.10	(3,647.10)
2-51-00-300-00	Community Links Programs	3,000.00	0.00	3,000.00

Town of Irricana
Council Revenue & Expense
For the Period Ending November 30, 2021

Page 8 of 10
2022-Jan-12
9:38:58AM

General Ledger	Description	2021 Budget	2021 YTD Actual	2021 Budget Remaining \$
<hr/>				
**	TOTAL FCSS EXPENSE	38,187.00	22,654.50	15,532.50
<hr/>				
	CEMETERY EXPENSE			
2-56-00-254-00	Maintenance - Cemetery	500.00	556.16	(56.16)
2-56-00-530-00	Goods/Landscaping Cemetery	2,000.00	19.90	1,980.10
**	TOTAL CEMETERY EXPENSE	2,500.00	576.06	1,923.94
<hr/>				
	PLANNING & DEVELOPMENT EXP			
2-61-00-110-00	Salaries - Planning & Development	12,557.47	9,300.00	3,257.47
2-61-00-130-00	Employer Contributions Benefits Planning	0.00	2,400.00	(2,400.00)
2-61-00-131-00	Employer Contributions Source Planning	0.00	189.11	(189.11)
2-61-00-140-00	Training & Education - Planning	500.00	0.00	500.00
2-61-00-210-00	Travel/Accommodation/Meals Planning	500.00	0.00	500.00
2-61-00-220-00	Advertising Planning	1,500.00	0.00	1,500.00
2-61-00-231-00	Fees Planning (Southwest Development)	2,000.00	100.00	1,900.00
2-61-00-239-00	Inspections Contract Planning	1,500.00	0.00	1,500.00
**	TOTAL PLANNING & DEVELOPMENT E	18,557.47	11,989.11	6,568.36
<hr/>				
	GRANTS TO ORGANIZATIONS			
2-62-00-770-00	Grants to Individuals/Non-Gov Org	0.00	3,000.00	(3,000.00)
**	TOTAL GRANTS TO ORGANIZATIONS	0.00	3,000.00	(3,000.00)
<hr/>				
	SUBDIVISION EXPENSE			
2-66-00-225-00	Amasco Development	0.00	353.30	(353.30)
2-66-00-231-00	Land Titles Charges Development	0.00	(12.41)	12.41
2-66-00-831-00	MVCU Mortgage Interest	0.00	11,846.24	(11,846.24)
**	TOTAL SUBDIVISION EXPENSE	0.00	12,187.13	(12,187.13)
<hr/>				
	EDO EXPENSE			
2-69-00-110-00	Salaries EDO	15,085.79	11,165.00	3,920.79
2-69-00-130-00	Employer Contributions Benefits EDO	1,456.88	2,900.00	(1,443.12)
2-69-00-131-00	Employer Contributions Source EDO	705.19	228.47	476.72
2-69-00-140-00	Training & Development	1,000.00	0.00	1,000.00
2-69-00-210-00	Travel/Accommodation/Meals	500.00	0.00	500.00
2-69-00-220-00	Advertising	3,000.00	0.00	3,000.00
2-69-00-222-00	Promotions	1,000.00	0.00	1,000.00
2-69-00-260-00	Rental Sign	300.00	0.00	300.00
2-69-00-500-00	Goods/Consumables	250.00	0.00	250.00
**	TOTAL EDO EXPENSE	23,297.86	14,293.47	9,004.39
<hr/>				
	RECREATION EXPENSE			
2-72-00-700-00	Amortization Expense Recreation	50,200.00	0.00	50,200.00
**	TOTAL RECREATION EXPENSE	50,200.00	0.00	50,200.00
<hr/>				
	RECREATION CENTRE EXP			
2-72-01-110-00	Salaries Rec Centre	4,911.50	2,740.88	2,170.62
2-72-01-130-00	Employer Contributions Benefits Rec Cent	0.00	349.30	(349.30)

Town of Irricana
Council Revenue & Expense
For the Period Ending November 30, 2021

Page 9 of 10
2022-Jan-12
9:38:58AM

General Ledger	Description	2021 Budget	2021 YTD Actual	2021 Budget Remaining \$
2-72-01-131-00	Employer Contributions Source Rec Centre	196.98	174.69	22.29
2-72-01-210-00	Travel/Accommodation/Meals Rec Centre	0.00	104.04	(104.04)
2-72-01-216-00	Postage/Courier Rec Centre	0.00	56.00	(56.00)
2-72-01-217-00	Telephone Rec Centre	100.00	1,125.74	(1,025.74)
2-72-01-225-00	Membership Rec Centre	0.00	494.55	(494.55)
2-72-01-230-00	Programs Rec Centre	1,000.00	0.00	1,000.00
2-72-01-232-00	Festivals & Town Events	1,500.00	600.00	900.00
2-72-01-235-00	Canada Day Rec Centre	2,500.00	0.00	2,500.00
2-72-01-256-00	Repairs & Maintenance Rec Complex	16,000.00	20,090.63	(4,090.63)
2-72-01-274-00	Insurance Rec Centre	8,250.00	0.00	8,250.00
2-72-01-540-00	Power Rec Centre	10,500.00	4,127.47	6,372.53
2-72-01-541-00	Gas Rec Centre	8,500.00	3,590.97	4,909.03
** TOTAL RECREATION CENTRE EXP		53,458.48	33,454.27	20,004.21
PARKS EXPENSE				
2-72-02-110-00	Salaries Parks	77,695.23	59,689.11	18,006.12
2-72-02-130-00	Employer Contributions Benefits Parks	5,801.78	10,097.38	(4,295.60)
2-72-02-131-00	Employer Contributions Source Parks	2,530.01	4,124.37	(1,594.36)
2-72-02-140-00	Training & Education - Parks	1,000.00	0.00	1,000.00
2-72-02-217-00	Telephone Campground	0.00	(156.59)	156.59
2-72-02-230-00	Contract Host Campground	0.00	5,000.00	(5,000.00)
2-72-02-250-00	Repairs Equip Parks	2,000.00	2,421.84	(421.84)
2-72-02-251-00	Seeding/Trees/Floral Parks	3,000.00	5,458.00	(2,458.00)
2-72-02-252-00	Spraying Parks	1,000.00	0.00	1,000.00
2-72-02-253-00	Maintenance Building Campground	1,500.00	652.50	847.50
2-72-02-254-00	Maintenance Grounds Campground	500.00	0.00	500.00
2-72-02-274-00	Insurance Campground	500.00	0.00	500.00
2-72-02-530-00	Fertilizer Inventory Parks	250.00	0.00	250.00
2-72-02-540-00	Power Campground	0.00	1,076.37	(1,076.37)
2-72-02-541-00	Gas Campground	0.00	(233.91)	233.91
2-72-02-543-00	Garbage Campground	0.00	264.18	(264.18)
2-72-02-700-00	Amortization Campground Bldgs	2,210.00	0.00	2,210.00
2-72-02-990-00	Mulch Expense	1,000.00	0.00	1,000.00
2-72-04-500-00	Goods/Consumables Parks	0.00	901.39	(901.39)
2-72-04-501-00	Maintenance Parks	0.00	2,330.50	(2,330.50)
2-72-04-525-00	Dog Park Capital Expense	0.00	13,408.63	(13,408.63)
** TOTAL PARKS EXPENSE		98,987.02	105,033.77	(6,046.75)
SPLASH PARK EXPENSE				
2-72-03-254-00	Maintenance Splash Park	500.00	0.00	500.00
2-72-03-540-00	Power Splash Park	1,750.00	904.77	845.23
** TOTAL SPLASH PARK EXPENSE		2,250.00	904.77	1,345.23
RINK EXPENSE				
2-72-05-250-00	Maintenance Rink	1,000.00	34.29	965.71
2-72-05-253-00	Repairs Rink	1,000.00	0.00	1,000.00
2-72-05-540-00	Power Rink	1,400.00	937.56	462.44
** TOTAL RINK EXPENSE		3,400.00	971.85	2,428.15
COMMUNITY HALL EXPENSE				

Town of Irricana
Council Revenue & Expense
For the Period Ending November 30, 2021

Page 10 of 10
2022-Jan-12
9:38:58AM

General Ledger	Description	2021 Budget	2021 YTD Actual	2021 Budget Remaining \$
2-74-00-110-00	Salaries- Facilities	6,489.45	5,540.17	949.28
2-74-00-130-00	Employer Contributions Benefits- Facilit	309.63	1,178.56	(868.93)
2-74-00-131-00	Employer Contributions Source- Facilitie	182.64	431.31	(248.67)
2-74-01-217-00	Telephone Community Hall	1,250.00	868.23	381.77
2-74-01-237-00	Insurance Community Hall	5,500.00	0.00	5,500.00
2-74-01-253-00	Repairs & Maintenance Community Hall	15,000.00	5,887.96	9,112.04
2-74-01-255-00	Cleaning Community Hall	2,500.00	943.60	1,556.40
2-74-01-500-00	Goods/Consumables Community Hall	2,200.00	0.00	2,200.00
2-74-01-540-00	Power Community Hall	7,750.00	5,211.37	2,538.63
2-74-01-541-00	Gas Community Hall	7,750.00	4,935.57	2,814.43
2-74-01-700-00	Amortization Expense Community Hall	50,000.00	0.00	50,000.00
2-74-02-239-00	Library Contracts	20,000.00	479.40	19,520.60
2-74-02-250-00	Repairs and Maintenance Library	1,500.00	69.08	1,430.92
2-74-02-274-00	Insurance Library	6,000.00	0.00	6,000.00
2-74-02-540-00	Library Power	2,500.00	1,425.56	1,074.44
2-74-02-541-00	Gas Library	1,200.00	971.51	228.49
2-74-02-700-00	Amortization Library Building	30,000.00	0.00	30,000.00
2-74-02-765-00	Transfer to Library	0.00	15,000.00	(15,000.00)
2-74-02-770-00	Requisition Marigold	7,600.00	7,587.84	12.16
** TOTAL COMMUNITY HALL EXPENSE		167,731.72	50,530.16	117,201.56
TRANSFER TO RESERVE				
2-97-00-920-00	Reserve Fund 1	50,000.00	0.00	50,000.00
2-97-00-920-01	Prior Year Surplus Reserve Transfer	195,000.00	0.00	195,000.00
** TOTAL TRANSFER TO RESERVE		245,000.00	0.00	245,000.00
*** TOTAL EXPENSES		2,791,345.02	1,758,936.02	1,032,409.00
**** SURPLUS / DEFICIT		673,983.01	(642,594.37)	1,316,577.38

*** End of Report ***

Town of Irricana

Page 1 of 4

Balance Sheet Report

2022-Jan-12

9:41:57AM

All Funds

		2021	2020
		November	Closing
Description		Balance	Balance
Assets	Asset Operating		
BANK			
Deposits		(500.00)	0.00
Cash on Hand		0.00	300.00
Current Bank Account		(62,184.57)	500,053.05
Bank Account - MVCU		0.00	3,667.08
Tax Sale Surplus		0.00	11,316.58
MVCU Share Account		0.00	5.00
Total BANK		(62,684.57)	515,341.71
INVESTMENT			
Investments (BMTG)		0.00	69,746.63
Investments (AMIP)		0.00	0.00
Term Deposits Interest (MSI)		155,948.00	139,624.45
Investments Other		0.00	71,368.65
Total INVESTMENT		155,948.00	280,739.73
ACCOUNTS RECEIVABLE			
Taxes Receivable Current		(22,392.49)	79,986.17
Taxes Receivable Arrears		(5,702.24)	(16,858.50)
GST Paid Receivable		(6,795.18)	45,660.09
Accounts Receivable Invoicing		(1,956.52)	2,807.04
Accounts Receivable Other		0.00	991,256.00
Accounts Receivable Suspense System		0.00	0.00
Water/Sewer Receivable		(62,134.01)	103,345.56
Water/Sewer Receivable Closed Accounts		0.00	0.00
Total ACCOUNTS RECEIVABLE		(98,980.44)	1,206,196.36
FIXED ASSETS			
Buildings Admin		0.00	1,290,003.34
Buildings Accum Amort Admin		0.00	(470,610.10)
Machinery & Equipment Admin		0.00	147,498.52
Machinery & Equip Accum Amort Admin		0.00	(48,079.05)
Land for Own Use Admin		0.00	275,085.78
Machinery & Equipment Bylaw		0.00	0.00
Buildings Fire		0.00	324,609.68
Buildings Accum Amort Fire		0.00	(193,241.03)
Land for Own Use Fire		0.00	3,630.57
Inventory Parts & Supplies PW		0.00	2,063.91
Buildings PW Shop		0.00	67,030.23
Buildings Accum Amort PW Shop		0.00	(10,807.33)
Machinery & Equipment PW Shop		0.00	484,687.03
Machinery & Equip PW Shop Accum Amort		0.00	(253,681.87)
Land for Own Use PW Shop Parking Lot		0.00	0.00
Vehicles PW Shop		0.00	220,381.84
Vehicles Accum Amort PW Shop		0.00	(161,491.42)
PW Improvements to Land		0.00	16,400.00
PW Imp to Land Acc. Amort.		0.00	(1,148.00)
Inventory Supplies Streets		0.00	317.66
Engineered Structures Streets		0.00	5,091,170.35
Engineered Structures Accum Amort Street		0.00	(3,396,072.55)
Engineered Structures WIP Streets		0.00	0.00
Machinery & Equipment Streets		0.00	79,964.93
Machinery & Equip Accum Amort Streets		0.00	(53,210.62)
Land for Own Use Streets		0.00	2,533.74
Improvements Land Accum Amort Rec		0.00	(9,985.62)

Balance Sheet Report

2022-Jan-12

9:41:57AM

All Funds

Description	2021		2020
	November	YTD Balance	Closing Balance
Land Improvements Streets	0.00	0.00	0.00
Gravel Inventory	0.00	0.00	0.00
Land Improvements-Roads/Streets	0.00	23,965.37	23,965.37
Engineered Structures Storm Sewer	0.00	144,340.20	144,340.20
Engineered Structures Accum Amort Storm	0.00	(22,018.30)	(22,018.30)
Engineered Structures WIP Storm Sewer	0.00	0.00	0.00
Inventory Parts & Supplies Water	0.00	11,180.82	11,180.82
Inventory Water	0.00	0.00	0.00
Engineered Structures Water	0.00	4,496,282.95	4,496,282.95
Engineered Structures Accum Amort Water	0.00	(1,539,475.16)	(1,539,475.16)
Engineered Structures WIP Water	0.00	0.00	0.00
Buildings Water	0.00	87,415.91	87,415.91
Buildings Accum Amort Water	0.00	(74,303.54)	(74,303.54)
Machinery & Equipment Water	0.00	14,000.00	14,000.00
Machinery & Equip Accum Amort Water	0.00	(14,000.00)	(14,000.00)
Land for Own Use Water	0.00	8.00	8.00
Inventory Parts & Supplies Sewer	0.00	238.78	238.78
Engineered Structures Sewer	0.00	2,961,762.40	2,961,762.40
Engineered Structures Accum Amort Sewer	0.00	(1,293,688.45)	(1,293,688.45)
Machinery & Equipment Sewer	0.00	0.00	0.00
Land for Own Use Sewer	0.00	188,374.53	188,374.53
Garbage and Recycling Bins	0.00	0.00	0.00
Garbage and Recycling	0.00	73,354.64	73,354.64
Machinery & Equip Accum Amort Waste	0.00	(70,099.65)	(70,099.65)
Engineered Structures Cemetery	0.00	0.00	0.00
Land for Own Use Cemetery	0.00	2,000.00	2,000.00
Inventory Land	0.00	577,366.05	577,366.05
Inventory Land for resale NE Development	0.00	987.92	987.92
Engineered Structures Rec	0.00	0.00	0.00
Buildings WIP Rec	0.00	0.00	0.00
Buildings Rec	0.00	1,276,373.89	1,276,373.89
Buildings Accum Amort Rec	0.00	(891,094.40)	(891,094.40)
Buildings WIP	0.00	0.00	0.00
Machinery & Equipment Rec	0.00	24,000.00	24,000.00
Machinery & Equip Accum Amort Rec	0.00	(18,000.00)	(18,000.00)
Land for Own Use Rec	0.00	82,155.77	82,155.77
Land Improvements Recreation	0.00	185,621.21	185,621.21
Land Improvement Rec WIP	0.00	0.00	0.00
Improvements Land Accum Amort Rec	0.00	(231,691.89)	(231,691.89)
Buildings Rec Centre	0.00	0.00	0.00
Buildings Accum Amort Rec Centre	0.00	0.00	0.00
Land Improvements-Rec/Parks	0.00	402,529.42	402,529.42
Buildings Hall	0.00	1,227,797.06	1,227,797.06
Buildings Accum Amort Hall	0.00	(720,656.41)	(720,656.41)
Buildings Library	0.00	379,335.30	379,335.30
Machinery & Equipment Hall	0.00	195,734.31	195,734.31
Machinery & Equip Accum Amort Hall	0.00	(195,734.31)	(195,734.31)
Land for Own Use Hall	0.00	72,520.22	72,520.22
Total FIXED ASSETS	0.00	10,763,632.63	10,763,632.63
OTHER ASSETS			
Suspense Clearing Account	0.00	34,800.61	0.00
Short Term Loans/Advances	0.00	(33,873.44)	0.00
Cash Receipts Suspense System	0.00	0.01	0.01
Requisition Under Levy	0.00	0.00	0.00

Balance Sheet Report

2022-Jan-12

9:41:57AM

All Funds

Description	2021		2020
	November	YTD Balance	Closing Balance
Assets Other	0.00	0.00	0.00
Prepaid Expenses	0.00	17.95	17.95
Deposits Chlorine	0.00	0.00	0.00
Total OTHER ASSETS	0.00	945.13	17.96
Total Asset Operating	(5,717.01)	13,114,883.21	12,765,928.39
Total Assets	(5,717.01)	13,114,883.21	12,765,928.39
Liabilities			
Liability Operating			
ACCOUNTS PAYABLE			
Short Term Loans	0.00	0.00	0.00
Payables	0.00	(69,961.38)	(69,961.38)
Payroll Withholdings-Taxes Payable	6,019.37	(68,955.55)	(61,816.30)
Union Dues Payable	234.13	(406.87)	0.00
Group RSP Payable	2,943.64	2,956.65	(2,761.91)
Benefits Payable	754.58	6,604.06	0.00
GST Collected Payable	(94.79)	(2,332.71)	0.00
Accounts Payable Trade	0.00	0.00	(206,483.57)
Accounts Payable Accrual Year End	0.00	(16,624.63)	(16,624.63)
Payroll Withholdings-EI Payable	725.35	(1,128.94)	0.00
Payroll Withholdings-CPP Payable	2,011.18	(1,405.90)	0.00
Settlement Claim Payable	0.00	10,000.00	0.00
Accruals/Other Payables	0.00	1,742.00	1,742.00
Deposits Utility Payable	0.00	(750.00)	0.00
Development Bond Interest Payable	0.00	0.00	0.00
Development Bonds Payable	0.00	(1,000.00)	(1,500.00)
Safety Codes Council Fees Payable	0.00	(835.78)	(835.78)
Total ACCOUNTS PAYABLE	12,593.46	(142,099.05)	(358,241.57)
OTHER LIABILITIES			
Payroll Accrual	(29.47)	(728.63)	0.00
Vacation & Lieu Pay Accrued	0.00	0.00	0.00
Long Term Debt	3,793.58	(343,062.68)	(384,384.72)
Prepaid Taxes	0.00	0.00	0.00
Prepaid Fees	0.00	145.00	0.00
Tax Sale Trust Account	0.00	(11,219.15)	(11,219.15)
Developer Letter of Credit Guarantee	0.00	0.00	0.00
Excess Collections Requisition	0.00	0.00	0.00
Restricted Surplus Employee Social Fund	0.00	(290.62)	(290.62)
Equity in Fixed Assets	0.00	(9,942,080.33)	(9,942,080.33)
Short Term Borrowing Admin	0.00	0.00	0.00
Capital Lease Obligation	0.00	0.00	0.00
Debenture Accrued Interest	13,477.08	13,477.08	0.00
Builders Water Sewer Bond	0.00	0.00	0.00
Debentures Water Capital	23,281.54	(206,115.58)	(229,397.12)
Debentures Subdivision Capital	0.00	0.00	0.00
Subdivision Pre App Deposit	0.00	0.00	0.00
Transfer from Equity Account	0.00	0.00	0.00
Total OTHER LIABILITIES	40,522.73	(10,489,874.91)	(10,567,371.94)
SURPLUS/DEFICIT			
Restricted Surplus	0.00	0.00	0.00
Restricted Surplus Operating	0.00	(11,769.29)	(11,769.29)
Net Accumulated Surplus (Operating)	0.00	162,861.83	162,861.83
Restricted Surplus Equipment	0.00	(6,931.27)	(6,931.27)
Restricted Surplus Fire Protective Servi	0.00	0.00	0.00

Balance Sheet Report

2022-Jan-12

9:41:57AM

All Funds

Description	2021		2020
	November	YTD Balance	Closing Balance
Restricted Surplus Streets & Roads	0.00	0.00	0.00
Restricted Surplus Streets Operating	0.00	(3,000.00)	(3,000.00)
Restricted Surplus Water	0.00	(164,255.96)	(164,255.96)
Restricted Surplus Sewer System	0.00	(115,944.71)	(115,944.71)
Restricted Surplus Transfer Site	0.00	(10,960.00)	(10,960.00)
Restricted Surplus FCSS Operating	0.00	0.00	0.00
Restricted Surplus Cemetery	0.00	(8,200.00)	(8,200.00)
Restricted Surplus Subdivision	0.00	(26,463.21)	(26,463.21)
Restricted Surplus Economic Dev Operatin	0.00	(45,571.47)	(45,571.47)
Restricted Surplus Economic Dev Centenni	0.00	0.00	0.00
Restricted Surplus Campground/Parks	0.00	(31,236.46)	(31,236.46)
Restricted Surplus Recreation	0.00	(36,000.00)	(36,000.00)
Restricted Surplus Community Hall	0.00	(13,860.61)	(13,860.61)
Total SURPLUS/DEFICIT	0.00	(311,331.15)	(311,331.15)
DEFERRED REVENUE			
Deferred Revenue	0.00	(3,255.00)	(3,255.00)
Deferred Revenue	0.00	(1,525,728.73)	(1,525,728.73)
Total DEFERRED REVENUE	0.00	(1,528,983.73)	(1,528,983.73)
Total Liability Operating	53,116.19	(12,472,288.84)	(12,765,928.39)
Total Liabilities	53,116.19	(12,472,288.84)	(12,765,928.39)
Current Year Surplus/Deficit	47,399.18	642,594.37	0.00
Total Liabilities	(5,717.01)	13,114,883.21	12,765,928.39

*** End of Report ***

1.0 PURPOSE

The purpose of this policy is to structure rules and regulations around Council appointed boards and committees.

2.0 POLICY STATEMENT

The Town of Irricana will provide guidelines for the appointment, autonomy and reports of Boards and Committees of Council.

3.0 DEFINITIONS

- 3.1 "Committee" means a group of individuals charged with a duty to advise or act on a matter and includes Boards, Committees and other groups formed by the Council of the Town of Irricana.
- 3.2 "Council" means the Council of the Town of Irricana, in the Province of Alberta.
- 3.3 "Director" means all Director level management positions including the Chief Administrative Officer and Supervisor of Operations.
- 3.4 "Representative" means a person appointed to the Committee by Council.

4.0 RESPONSIBILITY

- 4.1 Council will:
 - a) Appoint Committees when required;
 - b) Approve Terms of Reference for any Committee or bylaw, as determined by Council;
 - c) Appoint Representatives to Committees;
 - d) Review the membership on Committees and may for any reason it consider, proper, where provided in this Policy or governing bylaws, revoke the appointment of a member of a Committee and appoint a successor to fill the vacancy;
 - e) Amend the governing bylaws from time to time as may be required.
- 4.2 The Chairperson of a Committee will:
 - a) Call a meeting of a Committee as required;
 - b) Coordinate the duties of the Committee;

5.0 LEGISLATION

This policy shall apply to all Committees, except where a particular requirement of any Act, Bylaw or Agreement conflicts with this Policy, and then the Act, Bylaw or Agreement shall apply.

6.0 TERMS OF REFERENCE

- 6.1 Under the direction of Council, the Chief Administrative Officer, shall prepare Terms of Reference/Policy for each existing Committee.
- 6.2 The Terms of Reference shall be placed before any new Committee is formed.
- 6.3 The Terms of Reference shall include the following:
 - a) Name – as set by Council and to be used on all correspondence by that Committee;
 - b) General Purpose – as shown as a statement of the work to be undertaken by the Committee;
 - c) Mandate – the authorization of the Committee, authorized by Council;
 - d) Scope – responsibilities of the Board to be carried out as planned;
 - e) Membership – appointments shall be for a term of one to three years. Members shall not be appointed to a committee/ board wherein their relative, spouse or significant other acts as a Council Appointed member, Council Appointed representative or Secretary of the same committee/ board.
 - f) Functions – will provide the duties and roles of the Board;
 - g) Meetings – a statement of the frequency of regular meetings.

7.0 MEETING PROCEDURES

- 7.1 Each Committee shall submit in October of each year, a schedule of regular meetings for the year to the Chief Administrative Officer. An overall schedule shall be prepared by the Chief Administrative Officer and circulated to Council, staff and all Committees.
- 7.2 Frequency of meetings shall not be less that stated in the Terms of Reference. Meetings may be cancelled by resolution of the Committee if poor attendance is anticipated due to holidays or vacations.
- 7.3 The Chairperson may call additional meetings.
- 7.4 Agendas are to be prepared for every meeting.
- 7.5 A quorum is required to hold a formal meeting.

- 9.1 Staff may be available through the Chief Administrative Officer for regular meetings of Committees for additional meetings on a monthly basis. Additional support staff requests are subject to the review and approval of the Chief Administrative Officer.

10.0 REFERENCES

- 10.1 Every Council appointed Board or Committee for the Town of Irricana shall become part of this policy.
- 10.2 Each individual Board or Committee shall be identified as an Appendix [need to list all town committees] to this policy.

MAYOR: _____
Dennis Tracz

MOTION: 134:17

CHIEF ADMINISTRATIVE OFFICER
Fabian Joseph

DATE: March 20, 2017

REVISIONS: Motion 363:96
Motion 314:04
Motion 208:08
Motion 209:08
Motion 176:13
Motion 214:13
Motion 134:17